



COMMONWEALTH *of* VIRGINIA

Cheryl Clark
Acting Chief Information Officer
Email: cheryl.clark@vita.virginia.gov

Virginia Information Technologies Agency
411 EAST FRANKLIN STREET, SUITE 500
RICHMOND, VIRGINIA 23219
(804) 225-VITA (8482)

TDD VOICE -TEL. NO.
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January 1, 2004

The Honorable John H. Chichester, Chair
Senate Finance Committee

The Honorable Walter A. Stosch, Chair
Senate General Laws Committee

The Honorable Vincent F. Callahan, Jr., Chair
House Appropriations Committee

The Honorable Joe T. May, Chair
House Science and Technology Committee

The Honorable John S. Reid, Chair
House General Laws Committee
Virginia General Assembly

Gentlemen:

Governor Mark R. Warner's Executive Order 50 (03) directs the Chief Information Officer (CIO) to prepare Quarterly Reports, beginning July 1, 2003, providing the status of IT reform implementation in the Commonwealth. The Final Virginia Information Technologies Agency (VITA) Operating Plan, delivered on August 29, constituted the delivery of the Quarterly Report for the period of July 1 to September 30, 2003. This document represents the quarterly submission due January 1, 2004, covering activities occurring from October 1 to December 15, 2003 (except where noted).

Over the past three months, substantial progress has been made in all areas of VITA operations. The Information Technology Investment Board, which supervises VITA and oversees major IT investments in the Commonwealth, has also established its initial organizational structure, and has launched a nationwide search for a Chief Information Officer. Thanks to the cooperation of customer agencies, the Virginia Department of Transportation, and VITA staff, we have successfully transitioned 35 organizations classified as small agencies to VITA services and support. Furthermore, Virginia received the 2003 Recognition Award for the State Information Technology Management Initiative category from the National Association of State CIOs (NASCIO), recognizing the innovative IT transformation initiative and the creation of VITA.

Reflecting these intensive activities and accomplishments, this Quarterly Report is organized into six major topics, including phased transition of agencies, the VITA organization, infrastructure initiatives, project management, a financial update, and Information Technology Investment Board actions.

At the end of the quarter, the Auditor of Public Accounts (APA) completed a review to determine whether internal controls and automated systems at VITA are sufficient to provide the Information Technology Investment Board and the CIO with timely and accurate financial information. The final report along with VITA's response and an aggressive plan of action are expected to be released in early January. We anticipate this will be a forward-looking and constructive analysis resulting in actions VITA will undertake to strengthen existing foundations and governance structures.

As we look forward to the challenges and opportunities 2004 will bring, I thank you for your continued support and cooperation as we continue to partner in transforming IT service delivery in the Commonwealth. While we have made great progress in just six short months, much significant work lies ahead to ensure the successful transition of medium and large agencies, the financial stability and long term viability of VITA, and the cultural shift toward enterprise management which must take root across all agencies if enterprise benefits are to be achieved.

I wish you every success in the upcoming General Assembly session, and all the best in the New Year. As always, I would welcome the opportunity to discuss with you any aspects of VITA and the IT consolidation efforts underway. Please contact me with any questions or suggestions.

Sincerely,

A handwritten signature in black ink, appearing to be 'Cheryl F. Clark', with a stylized, flowing script.

Cheryl F. Clark

Attachment

cc: The Honorable Mark R. Warner
The Honorable William H. Leighty
The Honorable George C. Newstrom
Information Technology Investment Board Members
The Honorable Kevin G. Miller, Chairman, Joint Legislative Audit and Review Commission
The Honorable Janet D. Howell
The Honorable Samuel A. Nixon, Jr.